

**CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY**

EATON COUNTY

AUDIT REPORT

FOR THE YEAR ENDED JUNE 30, 2008

## TABLE OF CONTENTS

Independent Auditor's Report	1
Management's Discussion and Analysis	2-4
Basic Financial Statements	
Government-wide Financial Statements:	
Statement of Net Assets	5
Statement of Activities	6
Fund Financial Statements:	
Governmental Funds:	
Governmental Fund Balance Sheet	7
Reconciliation of Balance Sheet of Governmental Funds to	
Statement of Net Assets	8
Governmental Fund Statement of Revenues, Expenditures, and	
Changes in Fund Balance	9
Reconciliation of Statement of Revenues, Expenditures, and Changes	
in Fund Balance to Statement of Activities	10
Notes to Financial Statements	11-16
Required Supplemental Information	
Budgetary Comparison Schedule - General Fund	17
Other Supplemental Information	
Schedule of Indebtedness	18

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
City of Potterville  
Tax Increment Finance Authority  
Potterville, MI 48876

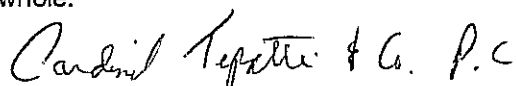
We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Potterville Tax Increment Finance Authority, a component unit of the City of Potterville, Michigan, as of and for the year ended June 30, 2008, which collectively comprise the Authority's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Potterville Tax Increment Finance Authority management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Potterville Tax Increment Finance Authority, a component unit of the City of Potterville, Michigan, as of June 30, 2008, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information identified in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquires of management regarding methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions of the financial statements that collectively comprise the City of Potterville Tax Increment Finance Authority, a component unit of the City of Potterville, Michigan, basic financial statements. The budgetary comparison schedule – general fund and schedule of indebtedness are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Grand Ledge, Michigan  
October 3, 2008

POTTERVILLE TAX INCREMENT AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR YEAR ENDED JUNE 30, 2008

The management of the Potterville Tax Increment Authority ("the Authority") offers this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended June 30, 2008 for the benefit of the readers of these financial statements. This management's discussion and analysis is intended to assist the reader in focusing on significant financial issues and to provide an overview of the Authority's financial activity. We encourage readers to consider the information presented here in conjunction with the financial statements as a whole, which can be found in this report.

Financial Highlights

Authority District

- The liabilities of the Authority exceed its assets at the close of this fiscal year by \$139,869, representing a negative change in net assets of \$112,227. The only assets that the Authority has are cash and a receivable from the City for tax collections, but the liability is the full amount of the Bonds that are still owed.

Fund Level Financial Highlights

- As of June 30, 2008, the general fund of the Authority reported an ending fund balance of \$173,158.

Long-Term Debt

- The Authority's total bond debt decreased by \$55,000 during the fiscal year.

Overview of the Financial Statements

The Authority's financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-Wide Financial Statements** This report includes government-wide statements as required by GASB Statement Number 34. The government-wide financial statements are designed to provide a broad overview of the Authority's financial position. The Statement of Net Assets and the Statement of Activities are two new financial statements that report information about the Authority as a whole, and provide measurements of long-term trends. They are presented using a method of accounting that is similar to a private-sector business.

The Statement of Net Assets presents information on all of the Authority's assets and liabilities, the difference between the two being reported as the Net Assets of the Authority. Over time, increases or decreases in net assets can serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating. An increase in net assets would indicate an improvement in financial condition. On the other hand, a consistent decrease over time in net assets may indicate that the bonds have been paid off and the Authority has made all of the improvements that can be made in this district and the need for a TIFA District would no longer be necessary.

The Statement of Activities gives the information on the revenues and expenses causing the underlying change in the government's net assets during the most recent fiscal year. All changes in net assets are reported as soon as the change occurs, regardless of the timing of related cash flows.

Both of these statements distinguish functions of the Authority that are principally supported by property taxes.

### Focus on Funds

Traditional users of governmental financial statements will find the fund portion of the financial statements presentation more familiar. The focus has shifted, however, to Major Funds, rather than the previous focus on fund types. The Authority's only major fund is the General Fund. Presentation of the major fund can be found later in this document.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Each fund is operated similar to a completely separate entity, with its own set of balancing accounts. The Authority uses fund accounting to ensure compliance with finance-related legal requirements. We record this under one basic type of funds: governmental funds.

### Governmental Funds

Governmental Funds are used to move cash to one account or another to pay for outstanding bonds and activities that relate to that checking account. More detail may be found in the Fund financial statements that follow.

Major Capital asset events during FY2008 included the following:

- Parking lot construction \$25,000
- Industrial park improvements \$9,004
- Street paving \$5,427
- Water main improvements \$223,799
- Fuel tank \$2,100
- Miscellaneous improvements \$436

### Long-Term Debt

As of June 30, 2008, the Authority had total bonded debt outstanding of \$330,000. This debt will be paid back solely from money that is collected by taxes that are in this TIFA District.

AUTHORITY Outstanding Debt  
General Obligation and Revenue Bonds  
As of June 30, 2008

General Obligation Bonds	
1988 Limited Tax Development Bond	\$ 30,000.00
2004 Refunding Water Tower Bond	300,000.00

State statutes limit the amount of general obligation debt that a governmental entity may issue to 10 percent of its total assessed valuation. The Authority is well within this limit.

More information on the Authority's long-term debt is available in the Notes to Financial Statement section of this document.

Condensed Financial Information

The schedule below compares key financial information in a condensed format:

	2008	2007
<b>ASSETS</b>		
Cash and Cash Equivalents	\$ 92,227	\$ 249,253
Investments - Certificate of Deposit	80,792	78,956
Receivables - Net	6,455	10,540
Deferred Debt Expense - Net	19,063	21,446
Total Assets	198,537	360,195
<b>LIABILITIES</b>		
Accrued and Other Liabilities	8,406	2,837
Noncurrent Liabilities		
Due Within One Year	60,000	55,000
Due in More Than One Year	270,000	330,000
Total Liabilities	338,406	387,837
<b>NET ASSETS</b>		
Unrestricted	(139,869)	(27,642)
Total Net Assets	\$ (139,869)	\$ (27,642)
<b>REVENUE</b>		
Property Taxes	\$ 174,320	\$ 162,974
Investment Earnings	2,333	3,822
Total Revenue	176,653	166,796
<b>EXPENSES</b>		
Public Works	274,303	213,473
Interest on Long Term Debt	14,577	17,041
Total Expenditures	288,880	230,514
CHANGE IN NET ASSETS	\$ (112,227)	\$ (63,718)

#### Contacting the AUTHORITY Finance Department

This financial report is designed to provide the wide variety of users of this document with a general overview of the Authority's finances and demonstrate the Authority's accountability for the money entrusted to it. If you have any questions regarding this report or need additional financial information, please direct your requests to the City of Potterville, City Manager, 319 N. Nelson St., Potterville Michigan 48876, or call us at (517)645-7641.

The financial reports for the Tax Increment Financing Authority , a component unit of the City, can be obtained by contacting City of Potterville Tax Increment Financing Authority, 319 North Nelson, Potterville, Michigan 48876.

**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**STATEMENT OF NET ASSETS**  
**JUNE 30, 2008**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and Cash Equivalents	\$ 92,227
Investments - Certificates of Deposit	80,792
Receivables (Net)	6,455
Deferred Debt Expense - Net	<u>19,063</u>
Total Assets	<u>198,537</u>
 <b>LIABILITIES</b>	
Accounts Payable	5,934
Accrued Interest Payable	2,472
Long-Term Liabilities	
Bonds Payable - Due Within One Year	60,000
Bonds Payable - Due After One Year	<u>270,000</u>
Total Liabilities	<u>338,406</u>
 <b>NET ASSETS (DEFICIT)</b>	
Unrestricted	<u>(139,869)</u>
Total Net Assets	<u>\$ (139,869)</u>

The Notes to Financial Statements are an integral part of this statement.

**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**STATEMENT OF ACTIVITIES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

<u>Functions/Programs</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Assets</u>
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants &amp; Contributions</u>	<u>Capital Grants &amp; Contributions</u>
Governmental Activities:				
Public Works	\$ 274,303	\$	\$	\$ (274,303)
Interest on LongTerm Debt	14,577			(14,577)
Total Governmental Activities	<u>\$ 288,880</u>	<u>\$ -0-</u>	<u>\$ -0-</u>	<u>(288,880)</u>
General Revenues:				
Property Taxes				174,320
Unrestricted Investment Earnings				<u>2,333</u>
Change in Net Assets				(112,227)
Net Assets (Deficit) - Beginning of Year				<u>(27,642)</u>
Net Assets (Deficit) - End of Year				<u><u>\$ (139,869)</u></u>

The notes are an integral part of the statements.



**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**GOVERNMENTAL FUND BALANCE SHEET**  
**JUNE 30, 2008**

	General Fund	Total Governmental Funds
	<u>          </u>	<u>          </u>
<b>ASSETS</b>		
Cash	\$ 92,227	\$ 92,227
Investments - Certificates of Deposit	80,792	80,792
Due From Primary Government	<u>6,073</u>	<u>6,073</u>
Total Assets	\$ <u>179,092</u>	\$ <u>179,092</u>
 <b>LIABILITIES AND FUND EQUITY</b>		
Liabilities		
Accounts Payable	\$ <u>5,934</u>	\$ <u>5,934</u>
Fund Balances:		
Reserved	-0-	-0-
Unreserved	<u>173,158</u>	<u>173,158</u>
Total Fund Balance	<u>173,158</u>	<u>173,158</u>
Total Liabilities and Fund Equity	\$ <u>179,092</u>	\$ <u>179,092</u>

The Notes to Financial Statements are an integral part of this statement.

CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
GOVERNMENTAL FUNDS  
RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL  
FUNDS TO STATEMENT OF NET ASSETS  
JUNE 30, 2008

Total Fund Balance - Total Governmental Funds	\$ 173,158
Amounts reported for governmental activities in the statement of net assets are different because:	
Accounts receivable are not available to pay current-period expenditures and, therefore, not reported in the funds.	382
Long-term liabilities of (\$330,000) are not due and payable in the current period and are not reported in the funds. Other related amounts include deferred debt expense of \$19,063 and bond interest payable of (\$2,472).	<u>(313,409)</u>
Net Assets of Governmental Activities	\$ <u><u>(139,869)</u></u>

The Notes to Financial Statements are an integral part of this statement.

**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**GOVERNMENTAL FUND STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

	General Fund	Total Governmental Funds
REVENUES		
Taxes	\$ 174,320	\$ 174,320
Interest	<u>2,504</u>	<u>2,504</u>
Total Revenues	<u>176,824</u>	<u>176,824</u>
EXPENDITURES		
Current:		
Public Works	271,919	271,919
Debt Service	<u>69,943</u>	<u>69,943</u>
Total Expenditures	<u>341,862</u>	<u>341,862</u>
Excess of Revenues Over (Under)		
Expenditures	(165,038)	(165,038)
Fund Balances - July 1, 2007	<u>338,196</u>	<u>338,196</u>
Fund Balances - June 30, 2008	<u>\$ 173,158</u>	<u>\$ 173,158</u>

The Notes to Financial Statements are an integral part of this statement.

**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**GOVERNMENTAL FUNDS**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCE TO STATEMENT OF ACTIVITIES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

Net Change in Fund Balance - Total Governmental Funds	\$ (165,038)
Amounts reported for governmental activities in the statement of activities are different because:	
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	(171)
Repayment of bond principal of \$55,000 is an expenditure in the governmental funds, but not in the statement of activities (where it reduces long-term debt).	55,000
Some expenses reported on the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds.	
Amortization of deferred debt expense	(2,383)
Change in accrued interest on bonds	<u>365</u>
Change in Net Assets of Governmental Activities	\$ <u><u>(112,227)</u></u>

The Notes to Financial Statements are an integral part of this statement.

CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Potterville, established the City of Potterville Tax Increment Finance Authority (Authority) on July 11, 1984, as authorized pursuant to P.A. 450 of 1980, as amended. The Authority was established for the purpose of promoting growth and development, and for other purposes as set forth in P.A. 450 of 1980, as amended.

The accounting policies of the Authority conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant policies:

The Reporting Entity

The financial statements of the City of Potterville Tax Increment Finance Authority, a component unit of the City of Potterville, Michigan present only the funds and account groups of the Authority and are not intended to present fairly the financial position and results of operations of the City of Potterville, Michigan, in conformity with generally accepted accounting principles.

Government-Wide and Fund Financial Statements

The government-wide financial statements include the statement of net assets and the statement of activities. These statements report financial information for the Authority as a whole excluding fiduciary activities. For the most part, the effect of inter-fund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, generally financed in whole or in part with fees and charges for support.

The statement of activities demonstrates the degree, to which the direct expenses, of a given function or segment, are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Fund Financial Statements

The Authority segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Separate statements are presented for governmental activities. These statements present each major fund as a separate column on the fund financial statements.

Governmental funds are those funds through which most governmental functions typically are financed. The measurement focus of governmental funds is on the sources, uses, and balance of current resources. The general fund is the Authority's only governmental fund.

Measurement Focus/Basis of Accounting

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONT'D

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they were levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Authority considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in the government-wide financial statements to the extent that those standards do not conflict with standards of the Governmental Accounting Standards Board.

As a general rule, the effect of inter-fund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

Bank Deposits and Investments

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity date within three months or less when acquired.

Receivables and payables

In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond issuance costs, bond premiums and discounts, and the difference between the reacquisition price and the net carrying value of refunded debt are capitalized and amortized over the life of the bonds using the straight line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issues are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budget Policies

The Authority adopted an annual budget for the general fund on a basis consistent with accounting principles generally accepted in the United States of America. All annual appropriations lapse at fiscal year end. Encumbrances are not employed.

The budget document presents information by fund and function. The legal level of budgetary control adopted by the governing body (i.e., the level at which expenditures may not legally exceed appropriations) is the activity level. Expenditures in excess of amounts budgeted are a violation of Michigan Law. State law permits entities to amend their budgets during the year. The original budget and budget amendments are on page 17 of the financial statements.

Fund Deficits – The Authority had no accumulated fund balance deficits.

NOTE 3 – DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, section 129.91, authorizes the Authority to make deposits and invest in the accounts of the federally insured banks, credit unions, and savings and loan associations which have offices in Michigan. The Authority is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

DEPOSITS AND INVESTMENTS – CONT'D

The Authority Board has designated one bank for deposit of Authority funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investments in bank accounts and CDs, but not the remainder of State statutory Authority as listed above.

The Authority's deposits and investment policy are in accordance with statutory Authority.

The breakdown between deposits and investments is as follows:

Cash and Cash Equivalents	\$ 92,227
Investments - Certificates of Deposit	<u>80,792</u>
Total	<u>\$ 173,019</u>

Custodial Credit Risks Related to Deposits – Custodial credit risk is the risk that, in the event of a bank failure, the Authority's deposits might not be covered. Neither the state nor the Authority has a deposit policy for custodial credit risk. The Authority's deposits as of June 30, 2008 total \$261,634, of which \$161,634 were uninsured and exposed to custodial credit risk.

Investments are categorized into the three categories of credit risk:

1. Insured of registered, or securities held by the Authority or its agent in the Authority's name;
2. Uninsured and unregistered, with securities held by the counterparty's trust department of agent in the Authority's name; and
3. Uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the Authority's name.

Based on these three levels of risk, all the Authority's investments are classified as Category 1.

NOTE 4 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

The composition of inter-fund balances is as follows:

<u>Receivable Entity</u>	<u>Payable Entity</u>	<u>Amount</u>
Due To/From Primary Government and Component Unit		
Authority	City of Potterville	<u>\$ 6,073</u>

NOTE 5 - CHANGES IN GENERAL LONG-TERM DEBT ACCOUNT GROUP

During the year ended June 30, 2004, the Authority issued \$400,000 in general obligation bonds with an average interest rate of 3.21%. The net proceeds of these bonds were used to advance refund \$350,000 of outstanding 1994 general obligation bonds with an average interest rate of 6.97%. The net proceeds of \$367,400 (after \$32,600 in underwriting fees, insurance, and other issuance costs) were used to purchase a SLG certificate. This certificate was deposited in an irrevocable trust with an escrow agent to provide for the debt service payment of the original bond in November 2004. As a result, the bonds are considered to be defeased and the liability for the bonds has been removed from the General Long-Term Debt Account Group.



CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

NOTE 5 – CHANGES IN GENERAL LONG-TERM DEBT ACCOUNT GROUP – CONT'D

The following is a summary of notes payable, capital lease obligations, land contracts, and general obligation bond transactions of the Authority for the year ended June 30, 2008:

	Balance 07/01/07	Additions	Deletions	Balance 06/30/08
General Obligation Bonds	\$ 55,000	\$ -0-	\$ 25,000	\$ 30,000
General Obligation Bonds	<u>330,000</u>	<u>-0-</u>	<u>30,000</u>	<u>300,000</u>
Total	<u>\$ 385,000</u>	<u>\$ -0-</u>	<u>\$ 55,000</u>	<u>\$ 330,000</u>

The General long-term debt as of June 30, 2008, is as follows:

\$270,000, 1988 Series, Limited Tax Development Bonds, due in annual installments at 8.5 - 9.0% interest	\$ 30,000
\$400,000, 2004 Series, Tax Increment Revenue Bonds, due in annual installments at 2.0 - 4.0% interest	<u>300,000</u>
Total	<u>\$ 330,000</u>

The annual principal and interest requirements to amortize notes payable, capital lease obligations, land contracts, and general obligation bonds as of June 30, 2008, is as follows:

Year Ended June 30	Total	Principal	Interest
2009	\$ 71,725	\$ 60,000	\$ 11,725
2010	44,445	35,000	9,445
2011	43,260	35,000	8,260
2012	47,000	40,000	7,000
2013	40,700	35,000	5,700
2014-2016	<u>132,700</u>	<u>125,000</u>	<u>7,700</u>
Total	<u>\$ 379,830</u>	<u>\$ 330,000</u>	<u>\$ 49,830</u>

NOTE 6 – TAXES AND SPECIAL ASSESSMENTS

The City of Potterville – Authority is supported by taxes captured within the Authority district. The current taxable value of captured properties within the Authority district total \$4,059,182. These captured taxes will generate approximately \$174,320 for the Authority operations and debt retirement.

CITY OF POTTERVILLE  
TAX INCREMENT FINANCE AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

NOTE 7 - RISK FINANCING

The Authority is exposed to various risks of loss related to theft of, damage to, and distribution of assets; errors and omissions; and injuries to employees. The Authority participates in the Michigan Municipal Liability and Property Pool for claims relating to general liability, excess liability, auto liability, errors and omissions, physical damage (equipment, building and contents) and workers' compensation. Settlement amounts have not exceeded insurance coverage for the current or three prior years.

The local units in the State of Michigan established and created a trust fund, known as the Michigan Municipal Liability and Property Pool (Pool) pursuant to the provisions of Act 138 of the Michigan Public Acts of 1982. The Pool is to provide for joint and cooperative action relative to Members' financial and administrative resources for the purpose of providing risk management services along with property and liability protection. Membership is restricted to local units and related local unit activities with the state.

The Michigan Municipal Liability and Property Pool program operates as a common risk-sharing management program for local units in Michigan. Member premiums are used to purchase excess insurance coverage and to pay member claims in excess of deductible amounts.

**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**BUDGETARY COMPARISON SCHEDULE**  
**GENERAL FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2008**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance With Amended Budget</u>
REVENUES				
Taxes	\$ 161,532	\$ 161,532	\$ 174,320	\$ 12,788
Interest	<u>800</u>	<u>800</u>	<u>2,504</u>	<u>1,704</u>
Total Revenues	<u>162,332</u>	<u>162,332</u>	<u>176,824</u>	<u>14,492</u>
EXPENDITURES				
Current:				
Public Works	275,250	275,250	271,919	3,331
Debt Service	<u>69,943</u>	<u>69,943</u>	<u>69,943</u>	<u>-0-</u>
Total Expenditures	<u>345,193</u>	<u>345,193</u>	<u>341,862</u>	<u>3,331</u>
Net Change in Fund Balance	(182,861)	(182,861)	(165,038)	17,823
Fund Balance - Beginning	<u>335,646</u>	<u>335,646</u>	<u>338,196</u>	<u>2,550</u>
Fund Balance - Ending	<u>\$ 152,785</u>	<u>\$ 152,785</u>	<u>\$ 173,158</u>	<u>\$ 20,373</u>

**CITY OF POTTERVILLE**  
**TAX INCREMENT FINANCE AUTHORITY**  
**SCHEDULE OF INDEBTEDNESS**  
**JUNE 30, 2008**

	<u>Date of Issue</u>	<u>Amount of Issue</u>	<u>Interest Rate</u>	<u>Date of Maturity</u>	<u>Maturity Amounts</u>	<u>Outstanding at 6/30/08</u>
<u>1988 Limited Tax Development Bonds</u>	07/01/88	\$ 270,000	9.00	10/01/08	1 \$ 30,000	\$ <u>30,000</u>
Subject to early redemption at prices specified on the faces of the bonds						
<u>2004 Tax Increment Revenue Bonds</u>	05/13/04	\$ 400,000	2.70	11/01/08	1 30,000	30,000
Subject to early redemption at						
prices specified on the face of						
the bonds						
			3.00	11/01/09	1 35,000	35,000
			3.20	11/01/10	1 35,000	35,000
			3.50	11/01/11	1 40,000	40,000
			4.00	11/01/12	1 35,000	35,000
			4.00	11/01/13	1 40,000	40,000
			4.00	11/01/14	1 40,000	40,000
			4.00	11/01/15	1 45,000	45,000
						<u>\$ 300,000</u>

Jay E. Cardinal, CPA  
Randall L. Tepatti, CPA  
Steven W. Shults, CPA  
Thomas J. Bellgraph, CPA

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS

October 3, 2008

Honorable Board Members  
City of Potterville  
Tax Increment Finance Authority  
PO Box 488  
Potterville, MI 48876

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Potterville Tax Increment Finance Authority (the Authority), a component unit of the City of Potterville, Michigan, as of and for the year ended June 30, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered Authority's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the following deficiencies to be significant deficiencies in internal control.

1. PREPARATION OF FINANCIAL STATEMENTS

Governmental entities are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). Responsibility for the financial statements of the Authority rests with the Authority's management. The preparation of financial statements in accordance with GAAP requires internal control over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal accounting records), and (2) reporting government-wide and fund financial statements, including the related note disclosures (i.e., external financial reporting).

Randall L. Tepatti, *Registered Representative*

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It is common for many small to medium-sized governments to rely on the independent auditors in the preparation of the government-wide and fund financial statements, as well as the related notes to the financial statements, as part of its external financial reporting process. As a result, a government's ability to prepare financial statements in accordance with GAAP has typically been based, in part, on its reliance on the independent auditors. By definition, independent auditors cannot be part of the government's internal controls.

The condition noted in the preceding paragraph exists at City of Pottersville Tax Increment Finance Authority. The cause for this condition is simply because it is more cost effective to outsource the preparation of its annual financial statements to the independent auditors than to incur the time and expense of having the employees and/or management obtain the necessary training and expertise required to perform this task internally.

As a result of this condition, the employees and/or management do not possess the qualifications necessary to prepare the Authority's annual financial statements and notes to the financial statements in accordance with GAAP. The Authority relies, in part, on the independent auditors for assistance with the preparation of annual financial statements and related notes to the financial statements in accordance with GAAP.

We recommend the Authority consider the proper training for the appropriate staff members to assure that they are able to fully understand what goes into the preparation of the annual audited financial statements and so that they can take responsibility for the preparation of the annual audited financial statements, assure there are no material misstatements, and assure there are appropriate disclosures in accordance with accounting principles generally accepted in the United States of America or engage appropriate personnel.

## 2. DETERMINATION OF ACCOUNTS RECEIVABLE AND ACCOUNTS PAYABLE

During the course of our audit, we have annually performed a search for unrecorded receivable and payable amounts. As a result of that search, journal entries were suggested to the Authority's management for entry into the general ledger. In many instances, the suggested receivable and payable amounts would be considered material to the Authority's financial statements.

We recommend the Authority make determinations of accounts receivable and accounts payable amounts by fund as part of their year-end closing procedures. Documentations supporting the receivable and payable amounts recorded in the general ledger should be retained for audit purposes.

## 3. JOURNAL ENTRIES PROPOSED BY AUDITORS

Journal entries to properly account for transactions that occurred during the year were proposed by the auditors. These misstatements were not detected by the Authority's internal control over financial reporting. Statement on Auditing Standards No. 112 (SAS 112), *Communicating Internal Control Related Matters Identified in an Audit*, emphasizes that management is responsible for establishing, maintaining, and monitoring internal controls, and for the fair presentation in the financial statements of financial positions, results of operations, and cash flows (when applicable), including the notes to financial statements, in conformity with U.S. generally accepted accounting principles. The auditors cannot be a part of internal controls.

We recommend that the Authority take steps to ensure that journal entries are not necessary at the time future audit analysis is performed.

A material weakness is a significant deficiency, or combination of significant deficiencies, that result in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we do not consider the significant deficiencies identified as comments 1, 2, and 3 to be material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters.

This report is intended solely for the use of management and the Authority Board of Clarence Authority and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Cardinal Tepatti & Co. P.C.".

Cardinal Tepatti & Co.  
Certified Public Accountants